

From: Melissa Williams
To: CCB CCBSecretary
Date: Wed, Mar 12, 2003 3:02 PM
Subject: Appeal

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CC Docket Nos. 96-45 and 97-21

Ladies and Gentlemen:

Re: Billed Entity Number: 127335
471 Application Number: 314603
Funding Request Number(s): 837707, 837838, 842636
Funding Year 2002: 7/01/2002-7/30/2003

We are requesting your assistance with an appeals decision regarding our e-rate funding. We have received an Administrator's Decision on Appeal dated March 5, 2003, regarding the above-captioned matter. The decision was based on the following information: "After thorough review of the appeal, it was determined that the Form 470 that was submitted for the above-funding requests was not properly certified. It was also confirmed that the Form 470 Certification was to be postmarked no later than January 17, 2002, in order for the Form 470 to be valid. Records indicate that Form 470 Certification did not meet this requirement and cannot be used to establish the bidding for services requested. Consequently the appeal is denied for referencing a Form 470 that was not certified before the close of the filing window."

Please accept our information stated hereafter as grounds for reconsideration of this matter and as basis for this appeal. An initial appeals was entered in this matter on June 11, 2002. The information in that appeals stated: "According to the commitment report, each requests (FRN 837707; FRN 837838; and FRN 842636) made was denied for the same reason--"The FRN references a Form 470 which has not been certified." Our Technology Technician, Mary Caraway, detected this error a few weeks ago and an explanatory e-mail was relayed on June 3, to M. Palmer. As Mrs. Caraway explained in her e-mail, shortly after she was hired, our Technology Director resigned and she was left to complete the e-rate information entirely on her own, completely unassisted. When she submitted the Form 470, she did not realize that she had not properly certified the transmission. Upon detection, Mrs. Caraway immediately contacted Universal Service Administrative Company to find the remedy. Since speaking with a representative of your company, we are hereby informing you that we have certified the form and as requested are enclosing a copy of the signature page for the Form 470 that was printed, re-signed and resubmitted (copy of the forms were submitted with original appeal)."

Please investigate this matter and assist us in any way possible. We are a small, rural school district and e-rate money, especially for reimbursement of our telephone expenses, plays a major part in our budget process. Feel free to contact me directly if you have any questions or if you would like copies of the original correspondence in this matter. Thanking you in advance, I remain

Very truly yours,

No. of Copies rec'd 0
List ABCDE

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